

DRAFT Minutes
James City Regional LHRC
April 11, 2014

Members Present: Chair, Cheryl Jones, Richard Cottingham, and Diane Cooper

Others Present: Annie Pretlow-Dominion Services for All People; Victory Whitaker- Family Matters; Joyce Martin & Vanessa Futrell - 1Life 1Love, Inc.; Elmira King-Milestone Counseling
Reginald Daye, Regional Advocate, DBHDS

Members Absent: Shenita Brown, Lisa Thatcher

Others Absent: Rose Elam- Elam House

Call to Order: The meeting was called to order by Cheryl Jones, Chair at 9:01 a.m.
The meeting took place at 11815 Fountain Way- Suite 300- Newport News, VA.

Adoption of Agenda: A motion was made, seconded and approved to adopt the agenda

Approval of Minutes: A motion was made, seconded and passed to approve the James City Regional LHRC meeting minutes of January 17, 2014 Minutes.

Public Comments: None

Old Business: None

New Business: The committee assigned Dominion Services for All People as the new clerical support for the LHRC. Their term will start at the July 11th 2014 meeting.

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Advocate Report:

- Mr. Daye informed the committee member of the training that was held on 04/02/14, for new and members who had not received training within the past 3- years.
- This Regional Human Rights Office is currently recruiting for a new advocate. They will begin interviewing at the end of the month. Until they hire someone, the Human Rights office will be down one staff member.
- The Freedom of Information Act Training of the LHRC members will be conducted at the July 11th 2014 meeting.
- Mr. Daye informed the committee that regulations are being revised. The only change that is being proposed for revision is to the compliant process. Per Mr. Daye the rights section will remain the same. He explained that the changes have already been presented to the State Board for review and comment. Until the administrative due process is complete, which includes public hearings, and the revised regulations are signed the present regulations will continue to be in effect.

Some additional reminders from Mr. Daye: No manual reports should be submitted except the narrative section; All reports will come straight from the CHRIS system; if you make any changes, updates or amendments of your behavioral management policies or program rules, you must submit them to this Human Rights Committee for review and or approval; complaint/abuse cases can only be review by the LHRC in closed session after they are closed. The reason for this is that any open case has the potential to be appealed to the LHRC.

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Affiliates reports:

1. **Family Matters-** 1 reports of allegations of abuse/neglect, 0 total counts by type and 0 total counts by how occurred. 0 Complaint cases/resolutions. Census-21
2. **Elam House- reported** –Currently licensed. Licensing agent- Barry Lee. Current Census 0. 0 allegations of abuse/neglect. 0 cases pending, Total alleged by type 0-neglect, No open/unresolved complaints. (Information provided from Elam House CHRIS report mailed to LHRC secretary. They will report Quarterly information at the July 11th 2014 meeting)
3. **DSFAP-** census-27, 0 allegations of alleged abuse, 0 cases pending, 0 cases closed 0-physical cases. Total counts occurred by type-0 peer on peer. Total alleged by type 0-neglect, 0 restraints, 0 complaint cases pending. (Will present CHRIS Report at the next meeting).
4. **Milestone-** 42 censuses, 0- abuse/allegations alleged by type and occurred by type, 0 complaint cases, and 0 complaint cases pending(Totals listed are for both quarterly and annual reports).
5. **1Life1Love -** 42 census, 0- abuse/allegations alleged by type and occurred by type, 0 complaint cases, and 0 complaint cases pending (Narrative Section needs to be Amended and Resent).

Closed Session:

Local Human Rights Committee voted to go into closed session according to Va. Code- 2.2-3711A for the purpose of hearing abuse and complaints reported for **FAMMAT**. The committee voted to come out of closed session. Upon entering into open session each member certified that the only thing discussed while in closed session were the abuse and complaints for the above noted program.

There were no recommendations.

Next Meeting: The next Human Rights meeting will be July 11th, 2014 at 9am.
The meeting will be held at 11815 Fountain Way Newport News, VA 23606

The LHRC Meeting schedule for 2014: July 11, 2014 and October 10, 2014.

Adjourned: **The meeting was adjourned by Cheryl Jones at 10:30 a.m.**

Typed by James City Regional LHRC Support Secretary _____

James City Regional LHRC Chair _____
Cheryl Jones